

**MINUTES  
VILLAGE OF LAKE PARK COUNCIL MEETING  
3801 LAKE PARK ROAD, LAKE PARK, NC  
REGULAR SESSION  
7 PM**

**September 10, 2019**

**ATTENDING:** Mayor David Cleveland  
Council Members: John Barnes, Pam Jack, James Record and Fabian Szarko  
Village Administrator: Cheri Clark  
Finance Officer: Cheryl Bennett  
Attorney: Ken Swain

**CALL TO ORDER:** Mayor David Cleveland called the September 10, 2019 Regular Session Council meeting to order.

**INVOCATION:** Fabian Szarko gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor David Cleveland led the Pledge of Allegiance.

**PUBLIC COMMENT:** Larry Armstrong – 6609 Courtland – shared his concerns about the speeding on his cul-de-sac and the need for a lower speed limit on cul-de-sacs. Twenty-five miles an hour on the narrow streets in Lake Park is too fast. The speed limit should not be more than 15 mph or preferably 10 mph. Delivery services are going too fast down the streets in Lake Park. Mr. Armstrong has called the different companies and reported the drivers. Mayor David Cleveland shared that Council discussed the speed limits in alleys a couple of months ago and at that time due to enforcement concerns, decided not to take action. Pam Jack suggested installing a couple of “Caution - Children At Play” signs to see if that would help create awareness.

Bruce Barton – 6014 Kenmore Lane – representing the HOA requested the closing of Meeting Street between Creft and Creft; both sides of Creft between Meeting Street and Lake Park Road and Lake Park Road between Creft and Creft for the Fall Festival on Saturday, October 12<sup>th</sup>. The quad would be closed from 5 pm on Friday, October 11<sup>th</sup> to 5 pm on Saturday, October 12<sup>th</sup>. The off-duty deputy will be in Mathisen Square Friday night. Fabian Szarko made the motion to approve the road closures for the Fall Festival. James Record seconded the motion. Vote – Unanimous.

Nicole Bell – 6105 Trevor Simpson – representing the Lake Park Swim Team requested the use of the facilities for the 2020 calendar year. Pam Jack made the motion to approve the Swim Team use of the facilities for next year. Fabian Szarko seconded the motion. Vote – Unanimous.

**APPROVAL OF MINUTES:** James Record made the motion to approve the August 13, 2019 Regular Session Council Minutes as presented. John Barnes seconded the motion. Vote – Unanimous.

**CHANGES TO THE AGENDA:** James Record made the motion to adopt the September 10, 2019 Council Meeting Agenda as presented. Pam Jack seconded the motion. Vote – Unanimous.

**SECURITY REPORT:** Deputy Rucker shared that there were 57 calls for service in August, 394 self-initiated calls and 7 alarm calls. There were 37 traffic stops and 11 improperly parked vehicles in the month of August.

**PARKS AND RECREATION:** James Record shared that P&R has fall landscaping requests that need to be addressed. At this time, P&R does not have current bids for the landscaping needs but in order to move forward, he has rough estimates of the cost of the work. James Record made a motion to approve up to \$3,000 to backfill and sod the new sidewalk at Connie's Pond and the five cement swing pads. John Barnes seconded the motion. Vote – Unanimous. James Record made a motion to approve up to \$3,700 to complete the clean up of 15 tree stumps and return the areas to grass. Fabian Szarko seconded the motion. Vote – Unanimous.

James Record provided the following updates to Council. The flag poles in the Garden District need to be moved due to tree overgrowth. P&R has received bids to move the poles to Founders Park. P&R had discussed placing the flag poles at the front entrance behind the waterfall, however the Garden District poles will not work there due to the height and diameter of the poles.

There are a number of cracks in the tennis courts that need to be repaired before winter. Fabian Szarko and Wil Ortiz will be filling the cracks. The tennis courts are scheduled to be striped for Pickle Ball by the first of November.

The swings need to have an annual safety review. P&R decided at the August meeting to stain the swings and posts. The colors to be used are two shades of umber.

**STORMWATER:** Cheri Clark shared that the Normandy Pond headwall has collapsed. To repair the headwall masonry and backfill the wall will cost \$2,009. James Record made the motion to approve spending \$2,009 out of Stormwater to fund the repair of the Normandy Pond headwall. Pam Jack seconded the motion. Vote – Unanimous.

**COMMUNICATION COMMISSION:** Pam Jack shared that the next Communication Commission meeting is September 19<sup>th</sup> at 6:30 pm. The Commission will be preparing the gift totes for the New Resident Mixer on Sunday, September 22<sup>nd</sup> and finalizing details for the event. Fifty postcards were mailed out to new residents and as of today, there have been no RSVPs. Hopefully we will have a turnout. The Communication Commission will have a booth at the Fall Festival. Starting in October, the Communication Commission will meet on the first Monday of each month at 7 pm.

**FINANCE OFFICER'S REPORT:** Cheryl Bennett shared that the July Financial Statements reflect audit adjustments. Prior year ad valorem is over 200% of budget due to one large delinquent tax collection. P&R Event Services has spent 85% of its budget and Event Food/Provisions 23%. The auditor will be here next week for the annual audit.

	<u>Aug 19</u>	<u>Jul - Aug 19</u>	<u>YTD Budget</u>	<u>% of Budget</u>
<b>General Fund</b>				
<b>Income</b>				
<b>Property Taxes</b>				
Ad valorem current year	28,801.57	28,801.57	595,058.00	5%
Utility ad valorem	0.00	0.00	7,215.00	0%
Motor vehicle tax	8,131.13	8,131.13	89,209.00	9%
Ad valorem prior years	76.51	4,015.63	2,000.00	201%
Penalties and interest	119.19	323.09	1,800.00	18%
<b>Total Property Taxes</b>	<u>37,128.40</u>	<u>41,271.42</u>	<u>695,282.00</u>	<u>6%</u>
<b>Other Taxes</b>				
Stormwater Fees- current year	3,365.00	3,365.00	62,137.00	5%
Stormwater fees - prior years	0.00	60.88	250.00	24%
<b>Total Other Taxes</b>	<u>3,365.00</u>	<u>3,425.88</u>	<u>62,387.00</u>	<u>5%</u>
<b>State Shared Revenues</b>				
Alcoholic Beverage Tax	0.00	0.00	16,200.00	0%
Sales and use tax	0.00	0.00	210,000.00	0%
Telecom. Sales Tax	0.00	0.00	1,700.00	0%
Elec. Sales Tax	0.00	0.00	102,000.00	0%
Video Prog. Sales Tax	0.00	0.00	19,000.00	0%
Piped Gas Sales Tax	0.00	0.00	7,100.00	0%
Solid Waste Disposal Tax	680.35	680.35	3,800.00	18%
<b>Total State Shared Revenues</b>	<u>680.35</u>	<u>680.35</u>	<u>359,800.00</u>	<u>0%</u>
<b>Parks &amp; Recreation Revenue</b>				
Program Fees-Fishing Licenses	58.00	297.00	1,500.00	20%
Facility Rentals	864.00	1,524.00	3,000.00	51%
Daily swim fees	3,549.00	10,310.00	12,000.00	86%
Season pass pool fees	0.00	1,100.00	50,000.00	2%
<b>Total Parks &amp; Recreation Revenue</b>	<u>4,471.00</u>	<u>13,231.00</u>	<u>66,500.00</u>	<u>20%</u>
<b>Other revenues</b>				
Zoning Permits	75.00	225.00	1,500.00	15%
Approp. Fund Balance	0.00	0.00	30,986.00	0%
Civil Penalties	30.00	30.00	600.00	5%
Investment revenue	903.15	1,786.09	8,000.00	22%
Miscellaneous	7,000.00	7,060.00	2,120.00	333%



Total Other revenues	8,008.15	9,101.09	43,206.00	21%
	53,652.9		1,227,175.	
Total Income	0	67,709.74	00	6%
Expense				
General Government				
Other Expenditures				
Economic Development	0.00	0.00	0.00	0%
Contingency	0.00	0.00	15,000.00	0%
Stormwater Expense				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	750.00	750.00	100%
Prof. Fees - Engineering	0.00	0.00	18,000.00	0%
Repairs & Maint. Services	0.00	221.91	43,537.00	1%
Total Stormwater Expense	0.00	971.91	62,387.00	2%
Total Other Expenditures	0.00	971.91	77,387.00	1%
Planning and Zoning				
Zoning Admin. Services	1,132.66	2,265.32	13,592.00	17%
Code Enforcement Services	0.00	0.00	600.00	0%
Consulting Fees	0.00	0.00	4,000.00	0%
Supplies	0.00	0.00	300.00	0%
Training	0.00	0.00	800.00	0%
Total Planning and Zoning	1,132.66	2,265.32	19,292.00	12%
Gen. Govt. Personal Services				
Adm Assistant	2,315.63	2,315.63	13,650.00	17%
Clerk/Tax Collector	5,960.34	11,920.68	71,524.00	17%
Council	0.00	0.00	12,806.00	0%
Finance Officer	1,574.75	3,149.50	18,897.00	17%
Mayor	0.00	0.00	5,253.00	0%
Payroll Expenses	840.21	1,503.31	10,400.00	14%
	10,690.9			
Total Gen. Govt. Personal Services	3	18,889.12	132,530.00	14%
Professional Fees				
Auditing Services	0.00	0.00	4,820.00	0%
Legal Services	0.00	0.00	18,000.00	0%
Total Professional Fees	0.00	0.00	22,820.00	0%
Supplies and Materials				
Office	149.16	235.15	7,100.00	3%
Total Supplies and Materials	149.16	235.15	7,100.00	3%
Services				
Communications/Newsletter	208.28	318.28	4,900.00	6%
Advertising	0.00	0.00	400.00	0%
Membership and dues	0.00	5,127.00	5,400.00	95%
Bank charges	68.78	126.49	950.00	13%
Elections	0.00	0.00	3,110.00	0%

Insurance/bonds	0.00	9,339.21	9,931.00	94%
Miscellaneous oper. exp.	62.83	62.83	500.00	13%
Website/flyers	0.00	0.00	1,500.00	0%
Postage	0.00	0.00	800.00	0%
Property Tax	0.00	0.00	400.00	0%
Tax collection	268.16	464.14	2,000.00	23%
Telephone	991.83	1,056.00	5,900.00	18%
Training	0.00	0.00	1,000.00	0%
Travel	93.54	93.54	1,200.00	8%
<b>Total Services</b>	<b>1,693.42</b>	<b>16,587.49</b>	<b>37,991.00</b>	<b>44%</b>
<b>Capital Outlay</b>				
Furniture/Office	0.00	0.00	7,000.00	0%
Sidewalk repairs	0.00	0.00	15,000.00	0%
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>0.00</b>	<b>22,000.00</b>	<b>0%</b>
<b>Total General Government</b>	<b>13,666.17</b>	<b>38,948.99</b>	<b>319,120.00</b>	<b>12%</b>
<b>Parks &amp; Recreation</b>				
<b>Parks/Rec. Supplies &amp; Materials</b>				
Flags	0.00	0.00	3,500.00	0%
Janitorial /Cleaning Supplies	2.74	2.74	250.00	1%
Food/Provisions - events	817.71	817.71	3,500.00	23%
Pool Supplies	0.00	0.00	2,100.00	0%
<b>Total Parks/Rec. Supplies &amp; Materials</b>	<b>820.45</b>	<b>820.45</b>	<b>9,350.00</b>	<b>9%</b>
<b>Parks/Rec Services</b>				
Pool management fee	2,610.00	13,050.00	57,550.00	23%
Pool Operations	160.00	160.00	7,100.00	2%
Comm. center maintenance	1,440.51	1,802.51	9,150.00	20%
Seasonal Decorations	23.12	23.12	16,500.00	0%
Events Services	2,581.00	3,406.00	4,000.00	85%
Water/Sewer	720.73	720.73	6,000.00	12%
Natural Gas	27.37	55.51	700.00	8%
<b>Total Parks/Rec Services</b>	<b>7,562.73</b>	<b>19,217.87</b>	<b>101,000.00</b>	<b>19%</b>
<b>Maintenance of Common Areas</b>				
Landscaping	12,967.96	25,935.92	155,615.00	17%
Park maintenance	3,442.47	4,392.47	63,750.00	7%
Pond maintenance	1,506.50	2,888.00	19,600.00	15%
Electric Maintenance	625.00	875.00	7,500.00	12%
Repairs of Common Areas	0.00	100.00	2,000.00	5%
<b>Total Maintenance of Common Areas</b>	<b>18,541.93</b>	<b>34,191.39</b>	<b>248,465.00</b>	<b>14%</b>
<b>Parks/Rec Capital Outlay</b>				
Reserve for Tennis Court	0.00	0.00	10,000.00	0%
Reserve for Playground	0.00	0.00	5,000.00	0%

Benches, Tables etc.	0.00	0.00	2,000.00	0%
Total Parks/Rec Capital Outlay	0.00	0.00	17,000.00	0%
	26,925.1			
Total Parks & Recreation	1	54,229.71	375,815.00	14%
Public Services/Safety				
Capital Outlay-ADA parking space	0.00	0.00	10,000.00	0%
Electric bills	9,259.40	18,590.54	116,800.00	16%
Street Signs	820.70	820.70	7,500.00	11%
	16,657.3			
Waste Collection	3	16,657.33	199,740.00	8%
Law enforcement	0.00	0.00	198,200.00	0%
	26,737.4			
Total Public Services/Safety	3	36,068.57	532,240.00	7%
Total	67,328.7	129,247.2	1,227,175.	
Expense	1	7	00	11%
	-			
Net General fund	13,675.8	-		
Powell	1	61,537.53	0.00	100%
bill				
PB				
Income				
Interest - Powell Funds	0.00	204.80	800.00	26%
Powell Bill Revenue	0.00	0.00	96,050.00	0%
Total Other Income	0.00	204.80	96,850.00	0%
PB Expense				
Street Exp. - Powell Bill	0.00	0.00	96,850.00	0%
Total Other Expense	0.00	0.00	96,850.00	0%
Net Powell				
Bill	0.00	204.80	0.00	100%
	-			
	13,675.8	-		
Net Excess of Rev. over Exp.	1	61,332.73	0.00	100%

**PUBLIC SERVICES (Street, Waste Collection & Lighting):** Mayor David Cleveland shared the front column that was decimated is scheduled to be repaired this week. The Village has received the settlement for the repairs.

Pam Jack shared that the Village had a meeting with Waste Pro concerning their service. Since the meeting, the service has definitely improved.

**COMMUNICATION INFORMATION:** Pam Jack shared that topics for the October newsletter include: Council Candidates, Speeding, E-notify, HOA information and Fall Festival, Halloween, Safety tips, T-shirts, New Resident Mixer, Yard Waste and Bet You Didn't Know.


Pam Jack requested that Council and the HOA be thinking about a way to help residents understand the difference between the two boards and what they do for the November newsletter.

**COUNCIL COMMENTS:** James Record thanked the audience for attending the Council meeting this evening.

Mayor David Cleveland shared that tomorrow is a day that we will always remember where we were and requested a moment of silence in honor of all those who lost their lives.

**ADJOURN:** Fabian Szarko made the motion to adjourn. John Barnes seconded the motion.  
Vote – Unanimous.

Respectfully submitted,

  
Mayor David Cleveland

  
Village Administrator, Cheri Clark

